

MEETING MINUTES

MILPITAS COMMUNITY ADVISORY COMMISSION Milpitas City Hall, Committee Meeting Room Wednesday, February 7, 2018

- I. **Call to Order & Roll Call** Commissioner Mohsin called the meeting to order at 7:02 PM
Present: Commissioners Bilbao, Leon, Manassau, Mohsin, Rosario, Truong

Alternate Commissioners Present: Lee, Chen, Gandhi

Absent: Batilo (excused), Kathapurkar (excused), Sharma (excused)
- II. **Seating of Alternates** – Lee, Chen, Gandhi
- III. **Pledge of Allegiance** – Commissioner Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Leon motioned, and Commissioner Truong seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of January 3, 2018** – Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – Councilmember Bob Nunez said he is on the subcommittee to review the structure of commissions and it occurred to him that he should visit each one if he is going to review them.
- VII. **Announcements** – Staff Liaison Tim Wong said commissioners have asked about calling in for meetings but there may be issues with the Brown Act requirements. There is a Brown Act video on the city's website and he will place this topic on the April meeting agenda.
- On January 31 staff held a study session with the city council on affordable housing and was directed to move forward with an affordable housing ordinance.
- VIII. **Liaison Report** – Vice Mayor Grilli said city council is moving forward with hiring a new City Manager and the position should be filled by the beginning of March. Staff just completed budget outreach and had quite a few meetings with the community and leaders, gathering information, and the city council spent several hours in a budget workshop this past weekend. This is new process and the city council is more involved and receives clear direction from the community.

IX. **Business Items**

A. Spring Cleaning Day

The annual cleanup is scheduled for March 3, 2018 at the Friendly Village Mobile Home Park. Chair Mohsin requested that Commissioner Manassau coordinate with the other subcommittee members to arrange for refreshments, contact the manager for the list of participating sites, and work with staff for a dumpster. Mr. Wong said staff will provide tools and a truck and that Chair Batilo is the Milpitas Cares contact and will coordinate the volunteers for the event.

B. Town Hall Meeting Debrief

The Town Hall Meeting, Milpitas Educational Showcase, was held on Saturday, January 27. Commissioner Mohsin said he heard it was well coordinated and Vice Mayor Grilli said it was well attended and there many people from throughout the city.

Commissioner Leon said the MUSD may be interested in making this an annual event.

C. CAC Budget

Commissioner Lee said there is \$405 remaining in the budget. There are two scheduled events, the CDBG meeting and Spring Cleaning Day, and he proposed allocating \$100 for refreshments for each of them, and said that will still leave a \$200 surplus.

Commissioner Lee motioned, and Commissioner Leon seconded, to allocate \$100 for refreshments for the CDBG and Spring Cleaning Day events. Motion carried unanimously.

Commissioner Truong suggested purchasing a new banner, and Commissioner Mohsin said he could give her vendor information in order for her to get pricing information. He recommended a tablecloth with the commission name and logo. Commissioner Manassau said she will research this further, and return with product and cost information.

D. CDBG Public Hearing Process/Workshop

The annual public hearing for Community Development Block Grant (CDBG) funding allocations is being held on March 7. Mr. Wong offered to hold a workshop for commissioners but did not hear back from anyone. It was agreed that there is no need for a workshop.

E. Milpitas Gateway Sign

Commissioner Truong said the subcommittee needs to contact the city regarding size and location of the sign. She said the subcommittee will meet again, update their existing PowerPoint presentation, and return with more information.

- X. Commissioners Round Table** – Commissioner Leon has met with Toni Charlop regarding earthquake preparedness for the community, knowing some low income areas have only one fire station nearby. They would like to coordinate with NNO captains to provide their neighborhoods with further training and information.

Review Subcommittee Member Assignments and Update as Needed

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| Budget | Leon, Lee, Gandhi, Kathapurkar (A) |
| Make a Difference Day: | Batilo, Mohsin, Lee, Sharma (A) |
| Milpitas Sign | Truong, Rosario, Batilo, Kathapurkar (A) |
| National Night Out: | Mohsin, Manassau, Truong, Chen (A) |
| NBO Awards: | Chen, Manassau, Rosario, Leon (A) |
| Spring Cleanup Day: | Sharma, Manassau, Batilo, Lee (A) |
| Town Hall Meeting: | Gandhi, Leon, Sharma, Truong (A) |
| Tree Planting: | Kathapurkar, Bilbao, Rosario, Mohsin (A) |

- XI. Adjournment** – The meeting was adjourned at 8:13 PM to the next meeting of March 7, 2018.